

**Milford Water/Wastewater Commissioners’
Meeting Minutes
April 26, 2016**

Present: Michael E. Putnam, Vice-Chairman
Dale A. White, Member
David Boucher, Director
Evelyn Gendron, Recording Secretary
Dave Bosquet, Videographer
Absent: Robert E. Courage, Chairman

Call to Order

Vice-Chairman Putnam called the meeting to order at 6:05 p.m. with introductions.

Press and Public Comments – None this evening.

Appointments – None.

Decisions/Approvals

Approval of 3/29/16 and 4/12/16 Meeting Minutes – Commissioner White made the motion to approve the meeting minutes of 3/29/16 and 4/12/16 as presented, seconded by Vice-Chairman Putnam. All voted in favor.

Sewer Abatement Request – 23 Garden Street – This matter, previously tabled during the 4/12/16 meeting, will continue to be tabled until an appointment has been scheduled with the homeowner to test the water meter for accuracy and the commissioners receive Director Boucher’s recommendation, upon motion by Commissioner White, seconded by Vice-Chairman Putnam. All voted in favor.

Discussion/Information Items

HVAC Project – Mr. Boucher reported that representatives of J. Lawrence Hall, electricians and demolition crew members, were on-site today to finalize plans for the prescheduled Monday, May 2nd project start date to remove/replace existing HVAC ductwork and the rooftop unit. The preconstruction meeting was held on the 21st. Provisions are in place to temporarily relocate Water Utilities staff, disconnect the computer server and some telephone lines, as well as protect office equipment/machines. A contractor crew of eight is anticipated. Mr. Boucher responded to the commissioners’ inquiries of this project/contractor’s progress.

U.V. Disinfection Upgrade Project – The concrete demo work inside the UV building was completed last week. Generator connection wiring to the main pump station is yet to be decided. Mr. Boucher distributed the April 26 and April 21, 2016 emails from Mr. Steve Smith, Underwood Engineers, with attachments explaining Electrical Installation's proposal to mount the transfer switch to the exterior of the main pump station building, multiple splicing of old cabling, adding new cabling, ductwork, excavating, paving, buried conduit, and that "higher than anticipated cost...clearly gives the Town with the added security to have the ability to keep the main inlet pump station running should there be a failure". The commissioners were shown a highlighted map section of the area between the MPS and the Admin Building to better understand and ask questions regarding the four electrical conduit modification cost options provided by Penta Corporation, the contractor, as attached to Mr. Smith's email:

- Option 1 – Conduit bypass around new flume with two splices. Cost \$70K.
- Option 2 – Conduit bypass around new flume with two splices and add generator connection at PS with no back feed to UV Building. Cost \$97K.
- Option 3 – Conduit bypass around new flume with new cable from UV to PS with one splice plus generator connection at PS with no back feed to UV Building. Cost \$109K.
- Option 4 – Conduit bypass around new flume with new cable from electrical room in main building to PS with no splices and generator connection with back feed to UV Building. Cost \$149K.

While referring to the map, Commissioner White inquired of the site work and paving options and associated cost breakdowns. He requested additional details be provided regarding the distance and depth with respect to cost, with Vice-Chairman Putnam in agreement that the cost seemed high. Mr. Putnam pointed out that the last option should have been labeled as Proposal #1601-04, instead of #1601-02. He said it would be nice to replace the distance of wiring all the way down, as it is 35 years old. Mr. White asked whether Option 4 falls within the dollar amount borrowed. Mr. Boucher said it does not, if you subtract the engineering costs from the warrant, it leaves \$127,500.00. He said the existing cable coating appeared in good condition. Mr. Boucher explained the transition from earlier plans for bringing power to the MPS, citing the desire to avoid a large impact to the pumps during seasons when the Souhegan River is low in the event of a power loss. The treatment process throughout the facility would be possible.

Commissioner White said clarification is needed regarding overhead and profit at 15%, specifically, 15% of "what". A work session with Electrical Installations and Underwood Engineers will be scheduled to address costs without exceeding the bond, as well as the treatment works power protection throughout the entire year, with Chairman Courage in attendance.

Activities Report – Reviewed by the commissioners without questions.

Miscellaneous Water Utilities Department Projects – Mr. Boucher distributed the memo he sent to the Board of Selectmen regarding the easement sought by Eversource, discussed during the previous BOC meeting. Mr. Putnam inquired whether this was discussed with Mr. Bender. Mr. Boucher said he shared it with Ms. Philbrick, Executive Assistant during Mr. Bender's vacation absence. Mr. Boucher provided an updated water inventory list including pump stations, underground pipe, etc. . Mr. White inquired of gate valves maintenance plans. Irrigation pipe for recycled plant water is being installed and

repaired by in-house personnel. Permission had been granted for Fire Department personnel to conduct training exercises in the Water Utilities admin building stairwells. Plans for the Salt Creek development are being reviewed. Plans for the Ridge at Eastern Trails and CVS are being reviewed. Discussion followed regarding progress of the CVS project. The Consumer Confidence Report is available on the town website. Mr. Boucher responded to Mr. Putnam's questions regarding water quality tests for PFOA, a manmade chemical similar used in Teflon products. Mr. Boucher explained this is being investigated in Merrimack and Litchfield, and a water sample result is expected in a few weeks, though not a state requirement. Mr. Putnam suggested Mr. Boucher to inquire whether Pennichuck tests for PFOA. Mr. White was disappointed to learn that manhole casting work by in-house personnel is needed near the Medical Center facility, which will disrupt the Nashua Street pavement. Water Utilities personnel should endeavor to avoid cutting into final pavement in future road projects. Mr. Boucher distributed the email addressing Mr. White's question from the previous meeting regarding videography costs of BOC meetings. Mr. White commented that funds are outsourced, raised locally, for projects such as the swing bridge improvements and replacing sidewalk paving bricks, yet money is available to televise 50 minute public town meetings, which are accordingly made available to the public in minutes.

Non-Public Session – At 6:40 p.m., Vice-Chairman Putnam made the motion to enter into non-public session for the purpose of discussing personnel, per RSA 91-A: 3, II (a)). Commissioner White seconded the motion. Exiting the non-public session at 7:01 p.m., Vice-Chairman Putnam announced that during the non-public session no decisions were made. Commissioner White made the motion to seal the non-public minutes, seconded by Vice-Chairman Putnam. All voted in favor.

Future Appointments/Meetings:

Tuesday, May 10, 2016 at 6:00 p.m. The next Commissioners' meeting will be held at the Water Utilities Department, 564 Nashua Street.

Adjournment: At 7:02 p.m. Commissioner White adjourned the meeting, seconded by Vice-Chairman Putnam.

Michael E. Putnam, Vice-Chairman

Date

Dale A. White, Commissioner

Date